



**SECRETARY OF STATE
STATE OF INDIANA
AUTO DEALER SERVICES
DIVISION**

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Criminal Background Check Review by the Division

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As a part of the application process, all new applicants for a dealer license and dealers who previously held a dealer license or are current dealer license holders must submit to a national criminal history background check administered by the Indiana State Police. This requirement applies to applicants for and holders of all license types issued by the Division. Similarly, if an individual is later added to the license as an owner, officer, or partner in the business, that individual would also need to submit to a criminal background check. All corporate officers for a manufacturer who are listed on the license application, or later added to the license, must complete a criminal background check.

The Division will review a completed criminal background check before issuing a license to a dealer. The Division may deny a dealer application if an owner, officer, or partner has been convicted of any felony in the ten years preceding the application date. The Division may also deny an application if the owner, officer, or partner has ever been convicted of a misdemeanor or felony involving theft or fraud or a misdemeanor or felony involving any aspect of the sale of a motor vehicle.